



HEADQUARTERS NEW JERSEY ARMY AND AIR NATIONAL GUARD
NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
3650 SAYLORS POND ROAD
FORT DIX, NEW JERSEY 08640-7600

ARMY BULLETIN NO. 32

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AGR PROCEDURES FOR ADMINISTERING FAILURE OF THE APFT

1. References:

- a. AR 135-18, The Active Guard Reserve (AGR) Program
- b. AR 350-41, Chapter 9, Physical Fitness
- c. AR 600-8-2, Suspension of Favorable Personnel Actions (Flags)
- d. NGR (AR) 600-5, The Active Guard/Reserve Program

2. This policy applies to AGR soldiers who fail a record APFT. The procedures prescribed within this policy will be adhered to when administering AGR soldiers who fail the APFT. AR 350-41, Chapter 9, para 9-8(1) states *Active Army soldiers and Active Guard/Reserve will take the APFT at least twice each year with a minimum of 4 months separating record tests, if only two record tests are given.* Therefore, all AGR soldiers are required to take the APFT twice per year on the day The Adjutant General schedules the AGR APFT. All AGR soldiers are required to take this APFT for record and this APFT only. The Chief of Staff, NJARNG is the only person who can excuse a soldier from a record APFT or schedule a make-up APFT.

3. *Soldiers who fail a record APFT for the first time or fail to take the APFT within the required period will be flagged according to AR 600-8-2(AR 350-41, para 9-8b (4)).* This is a command responsibility. These soldiers will be counseled using the DA Form 4856 in enclosure 1. *Special programs are appropriate for soldiers who have difficulty meeting unit or Army standards. Such programs will not be punitive in nature (AR 350-41, para 9-6d)...Master fitness trainers, if available, should be used to develop special programs...* Full time support supervisors and commanders will ensure soldiers who fail the record APFT are flagged, counseled and receive a special PT program immediately upon failing the APFT. **This program, along with the DA Form 4856, will be forwarded to this Headquarters, ATTN: J-1/AGR Manager not later than 30 days after the date the soldier fails the APFT.** The soldier should be counseled immediately, within the first week, after failing the APFT.

4. *Soldiers without medical profiles who repeatedly fail the APFT, will be either barred from re-enlistment or processed for separation from the service...(A repetitive failure occurs when a record test is taken and failed, the soldier is provided adequate time and assistance to improve his or her performance, and failure occurs again)...(AR 350-41, para 9-9b).* NGR (AR) 600-5, para 6-5c(6) states reasons for involuntary separation from the AGR program: *Failure to attain and maintain medical, physical fitness, and weight standards...* Therefore, at a minimum, AGR soldiers who fail two consecutive APFTs will be barred from re-enlistment. **The completed bar to reenlistment (IAW NGR (AR) 600-200, chapter 7, section V) will be forwarded to the Office of the J-1, ATTN: AGR Manager NLT 60 days after the date of the APFT failure.** Any officer who fails two consecutive APFTs will be, at a minimum, processed for release from active duty under NGR (AR) 600-5, para 6-5c(6). **Recommendation for**

REFRAD will be forwarded, through command channels, to The Adjutant General, ATTN: ACofS, J-1 not later than 30 days after the date of the second consecutive APFT failure. Thus, some soldiers who are barred from re-enlistment may be afforded the opportunity to take a third APFT. If such a soldier subsequently fails a third consecutive APFT, the FTSS will, at a minimum, process this soldier for release from active duty IAW NGR (AR) 600-5, para 6-5c(6). **This paperwork will be forwarded, through command channels, to The Adjutant General, ATTN: ACofS, J-1, not later than 30 days after the date of the third consecutive APFT failure.**

5. Full time support supervisors and/or commanders will consult the TAG's Legal Advisor in all cases of soldiers who fail a second or third consecutive APFT prior to initiating the bar to re-enlistment, release from active duty, or separation from the service.

6. Point of contact is LTC Nicholas Chimienti at commercial (609) 562-0882.

OFFICIAL:



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DISTRIBUTION: A, A2, B, C

Encl
DA Form 4856, APFT Counseling

DEVELOPMENTAL COUNSELING FORM

For use of this form, see FM 22-100; the proponent agency is TRADOC

DATA REQUIRED BY THE PRIVACY ACT OF 1974

AUTHORITY: 5 USC 301, Departmental Regulations; 10 USC 3013, Secretary of the Army and E.O. 9397 (SSN)
PRINCIPAL PURPOSE: To assist leaders in conducting and recording counseling data pertaining to subordinates.
ROUTINE USES: For subordinate leader development IAW FM 22-100. Leaders should use this form as necessary.
DISCLOSURE: Disclosure is voluntary.

PART I - ADMINISTRATIVE DATA

Name (Last, First, MI)	Rank/Grade	Social Security No.	Date of Counseling
Organization		Name and Title of Counselor	

PART II - BACKGROUND INFORMATION

Purpose of Counseling: (Leader states the reason for the counseling, e.g., performance/professional growth or event-oriented counseling, and includes the leader's facts and observations prior to the counseling.)

On or about _____, you failed to satisfactorily pass the Army Physical Fitness Test (APFT).

PART III - SUMMARY OF COUNSELING

Complete this section during or immediately subsequent to counseling.

Key Points of Discussion:

On or about _____, you failed to satisfactorily pass the APFT. Your unsatisfactory performance can not and will not be tolerated. You must strive to maintain and sustain physical fitness standards set forth in FM 21-20.

You are being counseled for unsatisfactory performance. If your performance does not improve and you fail two or more consecutive APFTs, you may be processed for involuntary separation under the provisions of AR 600-5, Chapter 6-5(c)(4)(6) and/or AR 135-178, Chapter 9-2e. Administrative separation can have a serious effect on your life. Some of the ramifications are explained as follows. If separation is initiated, your characterization of discharge may be Honorable or General (Under Honorable Conditions). Even if you receive an Honorable discharge, any early separation from the Army before the scheduled expiration of your term of service may reduce your chances to obtain either civilian or government employment. Additionally, it may preclude you from reenlisting in any of the Armed Forces. Your type of discharge will become a matter of permanent record and may, consistent with the Privacy Act, be provided to any federal agency if you either apply for federal employment or for a federal security clearance. A General discharge will cause you to lose civil service retirement credit and may cause you to lose your entitlements to certain VA benefits.

OTHER INSTRUCTIONS

This form will be destroyed upon: reassignment (other than rehabilitative transfers), separation at ETS, or upon retirement. For separation requirements and notification of loss of benefits/consequences see local directives and AR 635-200.

Plan of Action: *(Outlines actions that the subordinate will do after the counseling session to reach the agreed upon goal(s). The actions must be specific enough to modify or maintain the subordinate's behavior and include a specified time line for implementation and assessment (Part IV below).)*

- Participate, at least 3 times a week, in a physical fitness special program designed to improve physical fitness ability.
- Take periodic diagnostic APFTs to assess physical ability regarding improvement or unsatisfactory progress in the physical fitness special program.
- If necessary, seek additional physical fitness assistance and/or guidance from an available Master Fitness Trainer (MFT).

Session Closing: *(The leader summarizes the key points of the session and checks if the subordinate understands the plan of action. The subordinate agrees/disagrees and provides remarks if appropriate.)*

Individual counseled: ☐ I agree ☐ disagree with the information above.

Individual counseled remarks:

Signature of Individual Counseled: _____

Date: _____

Leader Responsibilities: *(Leader's responsibilities in implementing the plan of action.)*

Will: initiate FLAG for APFT failure (AR 600-8-2); enroll the soldier into a physical fitness special program designed to improve soldier's physical fitness ability (FM 21-20, Chapter 1 and AR 350-41, Chapter 9); administer periodic diagnostic APFTs to assess physical ability and provide periodic performance counselings regarding improvement or unsatisfactory progress in the physical fitness special program (FM 21-20, Chapter 1 and AR 350-41, Chapter 9); provide the soldier a list of available MFTs for additional physical fitness assistance and/or guidance (FM 21-20, Chapter 1 and AR 350-41, Chapter 9).

Signature of Counselor: _____

Date: _____

PART IV - ASSESSMENT OF THE PLAN OF ACTION

Assessment: *(Did the plan of action achieve the desired results? This section is completed by both the leader and the individual counseled and provides useful information for follow-up counseling.)*

Counselor: _____ Individual Counseled: _____ Date of Assessment: _____

Note: Both the counselor and the individual counseled should retain a record of the counseling.